

Amendments of Constitution during 6th Board Of Director Meeting on 25/July/2005

Current :

CHAPTER I NAME, OFFICE & PLACE OF MEETING

- Article 1-1 This organization shall be known as the Junior Chamber Bukit Mertajam (Bukit Mertajam Junior Chamber) (thereinafter referred to as this Chapter), with its registered principal office/address and place of meeting at 36, 2nd Floor, Jalan Perniagaan, Pusat Perniagaan Alma, 14000 Bukit Mertajam, Penang, Malaysia.
- Article 1-2 The postal address of this Chapter shall be
I) P.O. Box 67, 14000 Bukit Mertajam, Seberang Perai Tengah
II) 36, 2nd Floor, Jalan Perniagaan, Pusat Perniagaan Alma, 14000 Bukit Mertajam, Penang, Malaysia.

Amended :

CHAPTER I NAME, OFFICE & PLACE OF MEETING

- Article 1-1 This organization shall be known as the JCI Bukit Mertajam (Malaysia) (formerly know as Juunior Chamber Bukit Mertajam) (thereinafter referred to as this Chapter), with its registered principal office/address and place of meeting at 36, 2nd Floor, Jalan Perniagaan, Pusat Perniagaan Alma, 14000 Bukit Mertajam, Penang, Malaysia.
- Article 1-2 The postal address of this Chapter shall be
I) 36, 2nd Floor, Jalan Perniagaan, Pusat Perniagaan Alma, 14000 Bukit Mertajam, Penang, Malaysia.

Current :

CHAPTER II CREED AND PURPOSES

Article 2-3 Purpose of JUNIOR CHAMBER BUKIT MERTAJAM :

The purpose of this Chapter, inspired by the Creed or Declaration of Principles, shall be:

1. To develop and advance the purpose of Junior Chamber;
2. To co-ordinate the activities of its members to achieve these; and
3. To promote the extension of membership to all young persons.

Amended :

CHAPTER II CREED AND PURPOSES

Article 2-3 Purpose of JCI BUKIT MERTAJAM (MALAYSIA) :

The purpose of this Chapter, inspired by the Creed or Declaration of Principles, shall be:-

1. To develop and advance the purpose of Junior Chamber International;

2. To co-ordinate the activities of its members to achieve these; and
3. To promote the extension of membership to all young persons.

Current :

CHAPTER IV AFFILIATION

Article 4-1 This Chapter shall be and is hereby affiliated to “Junior Chamber Malaysia (JCM).”

Amended :

CHAPTER IV AFFILIATION

Article 4-1 This Chapter shall be and is hereby affiliated to “Junior Chamber International Malaysia (JCIM).”

Current :

CHAPTER V MEMBERSHIP

Article 5-4 Corporate Membership :

A corporate member who pays annual dues of a minimum of RM200.00 may nominate a person above the age of twenty-one (21) who shall be entitled to all privileges of a member except that he shall have no voting rights nor be elected to office.

Article 5-5 Associate Membership :

Any member above the age of forty (40) shall automatically become an Associate Member on payment of annual subscription of Fifty (RM50.00), and is entitled to all privileges of a member except voting rights and shall not be elected to office.

No Article 5-7 in current Constitution & By-Laws

Amended :

CHAPTER V MEMBERSHIP

Article 5-4 Corporate Membership :

A corporate member who pays annual dues of a minimum of RM2000.00 may nominate a person above the age of twenty-one (21) who shall be entitled to all privileges of a member except that he shall have no voting rights nor be elected to office.

Article 5-5 Associate Membership :

Any member above the age of forty (40) shall automatically become an Associate Member on payment of annual subscription of one hundred ringgit (RM100.00), and is entitled to all privileges of a member except voting rights and shall not be elected to office.

Article 5-7 Life Membership :

a) Past President

Past President of this Chapter who is 35 years old and above could apply for life membership with one (1) payment of RM 350.00.

If he/she still below the age of forty (40), he/she shall remain the full membership privilege and rights as stated in Article 5-1.

b) Associate Membership :

Associate members could apply for life membership with one (1) payment of subscription at RM 350.00.

c) Ordinary Membership :

All other ordinary members who is below forty (40) of age could also apply for life membership at one (1) payment at RM 500.00.

Current :

CHAPTER VIII GOVERNMENT

Article 8-1

Officers :

The Government of this Association shall be vested in a Board of Directors the membership of which shall comprise the following officers :

- (a) President
- (b) Immediate Past President
- (c) Executive Vice President, for membership of 50 members and above
- (d) Vice Presidents of equal rank and the number shall be :
 - (i) 4 Vice Presidents for membership of 50 members and above
 - (ii) 3 Vice President for membership of 30 – 49 members
 - (iii) 2 Vice President for membership of 25 – 29 members
- (e) Secretary
- (f) Treasurer
- (g) General Legal Counsel
- (h) Commission Directors of equal rank and the number shall be :
 - i) 8 Commission Directors for membership of 60 members and above
 - ii) 6 Commission Directors for membership of 40 to 59 members
 - iii) 4 Commission Directors for membership of 25 to 49 members

Article 8-8

Conflicting Office :

No officer of this Chapter shall hold elected office of Junior Chamber International, Junior Chamber Malaysia or other Chapter while an officer of this Chapter.

However, the Immediate Past President shall not be considered an officer for the purpose of this Article.

Amended :

CHAPTER VIII GOVERNMENT

Article 8-1

Officers :

The Government of this Association shall be vested in a Board of Directors with the membership of which shall comprise the following officers :

- (i) President
- (j) Immediate Past President
- (k) Executive Vice President, for membership of 40 members and above
- (l) Vice Presidents of equal rank and the number shall be :

- (i) 5 Vice Presidents for membership of 40 members and above
- (ii) 4 Vice President for membership of 30 – 39 members
- (iii) 3 Vice President for membership of 25 – 29 members

(m) Honorary Secretary

(n) Honorary Treasurer

(o) General Legal Counsel

(p) Commission Directors of equal rank and the number shall be :

- i) 8 Commission Directors for membership of 50 members and above
- ii) 6 Commission Directors for membership of 40 to 49 members
- iii) 4 Commission Directors for membership of 25 to 39 members

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Article 8-8

Conflicting Office :

- (a) No officer of this Chapter shall hold elected office of Junior Chamber International, Junior Chamber Malaysia or other Chapter while an officer of this Chapter. However, the Immediate Past President shall not be considered an officer for the purpose of this Article except for any elected or appointed office in other Chapter.
- (b) No Past President of this Chapter can hold any elected or appointed office in other Chapter except for act as Advisors of new extension LOMs of this Chapter.

Current :

CHAPTER X FISCAL YEAR

The fiscal year of this Chapter shall be from 1st January to 31st December.

Amended :

CHAPTER X FISCAL YEAR

The fiscal year of this Chapter shall be from 1st November to 31st October.

Current :

CHAPTER XIV INTERPRETATION, AMENDMENTS, ETC

Article 14-3 Deregistration :

In the event of this Association being deregistered, all debts and liabilities legally incurred on behalf of this Association shall be fully discharged and the remaining funds and assets shall be handed over to the Junior Chamber National Organisation namely Junior Chamber Malaysia.

Amended :

CHAPTER XIV INTERPRETATION, AMENDMENTS, ETC

Article 14-3 Deregistration :

In the event of this Association being deregistered, all debts and liabilities legally incurred on behalf of this Association shall be fully discharged and the remaining funds and assets shall be handed over to the Junior Chamber National Organisation namely Junior Chamber International Malaysia.

Amendments for By-Laws During 6th Board of Director Meeting on 25/July/2005

Current :

CHAPTER I USE OF NAME AND INSIGNIA

BY-LAW 1-1 Use :

The use of the name “JUNIOR CHAMBER BUKIT MERTAJAM (BUKIT MERTAJAM JUNIOR CHAMBER” and the insignia as described under Article 13-1 shall be limited to members whose membership is duly recorded.

Amended :

CHAPTER I USE OF NAME AND INSIGNIA

BY-LAW 1-1 Use :

The use of the name “JCI BUKIT MERTAJAM (MALAYSIA) (JUNIOR CHAMBER BUKIT MERTAJAM)” and the insignia as described under Article 13-1 shall be limited to members whose membership is duly recorded.

Current :

CHAPTER II MEMBERSHIP

BY-LAW 2-8 Termination :

A member whose subscription is overdue for a period of three (3) months or who fails, without giving any reasonable excuse in writing to the Secretary, to attend three successive membership meetings of this Chapter will be subject to a decision by the Board of Directors to terminate his membership without prejudice to his rights of appeal to the General Assembly.

Amended :
CHAPTER II **MEMBERSHIP**

BY-LAW 2-8 **Termination :**

- a) A member whose subscription is overdue for a period of six (6) months or who fails, without giving any reasonable excuse in writing to the Secretary, to attend three successive membership meetings of this Chapter will be subject to a decision by the Board of Directors to terminate his membership without prejudice to his rights of appeal to the General Assembly.
- b) Any members who have offended any of the statements in Constitution and By-Laws of this Chapter will be subject to a decision by the Board of Directories to terminate his membership (either ordinary membership, corporate membership, Associate membership or life membership) without prejudice to his rights of appeal to the General Assembly.
- c) A members whose hold any elected or appointed position in any other Chapter, without the prior approval from the Board of Directors will subject to a decision by the Board of Directors to terminate his membership without prejudice to his rights of appeal the General Assembly.

Current :
CHAPTER III **ANNUAL GENERAL MEETING**

BY LAW 3-5 **Postponement of meetings of General Assembly :**

If half (1/2) an hour after the time appointed of quorum is not present, the meeting shall be postponed to a date not exceeding thirty (30) days to be decided by the Board of Directors and if a quorum is not present half (1/2) and hour after the time appointed for the postponed meeting, the members present shall have the power to proceed with the business of the day but they shall not have the power to alter the Constitution of Junior Chamber Bukit Mertajam or to make decisions for the whole membership on business which had not been tabled in the notice convening the meeting for which postponement is necessary by reason of the insufficiency of quorum for that meeting to proceed to business.

Amended :
CHAPTER III **ANNUAL GENERAL MEETING**

BY LAW 3-5 **Postponement of meetings of General Assembly :**

If half (1/2) an hour after the time appointed of quorum is not present, the meeting shall be postponed to a date not exceeding thirty (30) days to be decided by the Board of Directors and if a quorum is not present half (1/2) and hour after the time appointed for the postponed meeting, the members present shall have the power to proceed with the business of the day but they shall not have the power to alter the Constitution of **JCI Bukit Mertajam (Malaysia)** or to make decisions for the whole membership on business which had not been tabled in the notice convening the meeting for which postponement is necessary by reason of the insufficiency of quorum for that meeting to proceed to business

Current :

CHAPTER IX VICE PRESIDENTS

BY-LAW 9-1

Duties :

The Vice Presidents shall be responsibility for the following areas of opportunities of this Chapter as assigned by the President which shall cover :-

- (a) LOM Management (Chapter Development)
- (b) Membership & Extension
- (c) Public Relations
- (d) Records & Recognition
- (e) Community Development
- (f) Youth Activities
- (g) Economic Affairs
- (h) International Affairs
- (q) Leadership Development of Individual Members
- (r) Training Programs
- (s) Entrepreneur Development
- (t) Public Speaking
- (u) Personal Development

and shall appoint such project chairman as they may deem necessary and proper for the efficient management of the affairs under their jurisdiction with the concurrence of the Board of Directors. They shall also carry out such other responsibilities as may be delegated by the President.

Amended :

CHAPTER IX VICE PRESIDENTS

BY-LAW 9-1

Duties :

The Vice Presidents shall be responsibility for the following areas of opportunities of this Chapter as assigned by the President which shall cover :-

- (a) LOM Management (Chapter Development)
- (b) Individual
- (c) Community
- (d) Business Networking
- (e) International

and shall appoint such project chairman as they may deem necessary and proper for the efficient management of the affairs under their jurisdiction with the concurrence of the Board of Directors. They shall also carry out such other responsibilities as may be delegated by the President.

Current :

CHAPTER X SECRETARY

BY-LAW 10-1

Duties :

Section 1 – Administrator

The Secretary shall be the Chief Administrative Officer of this Chapter, responsible directly for the operation of the Secretariat and implementation of policies according to the direction of the Board of Directors.

Section 2 – Records

He / She shall cause to record the proceedings of the General Membership Meetings Board of Directors. He / She shall also have charge of and preserve the books, the Membership Register, files, documents and effects of this Chapter.

BY-LAW 10-2

Specific Qualification :

13

The Secretary shall have been a member for two (2) years and served a minimum of one (1) year as a member in one of the last two preceding Board of Directors.

Amended :

CHAPTER X HONORARY SECRETARY

BY-LAW 10-1

Duties :

Section 1 – Administrator

The **Honorary** Secretary shall be the Chief Administrative Officer of this Chapter, responsible directly for the operation of the Secretariat and implementation of policies according to the direction of the Board of Directors.

Section 2 – Records

He / She shall cause to record the proceedings of the General Membership Meetings and report to Board of Directors. He / She shall also have charge of and preserve the books, the Membership Register, files, documents and effects of this Chapter.

BY-LAW 10-2

Specific Qualification :

13

The **Honorary** Secretary shall have been a member for two (2) years and served a minimum of one (1) year as a member in one of the last two preceding Board of Directors.

Current :

CHAPTER XI TREASURER

BY-LAW 11-1

Duties :

Section 1 – Responsibilities

He / She shall chair the Finance Committee (the other members being the President, the Immediate Past President, Executive Vice President, the Secretary, Vice

Presidents and the General Legal Counsel) and shall be responsible for the financial affairs of the Chapter.

Section 2 – Budget

He / She shall be responsible for the submission of the annual budget to the Finance Committee and to the General Assembly.

Section 3 – Audit

He / She shall cause to prepare accounts for the financial year last included for certification by Auditor in pursuant to Article 9-1 of the Constitution. The certified copies of there accounts shall be forwarded to all members at least fourteen (14) days prior to the Annual General Meeting as prescribed in By-Law 3-1.

Section 4 – Fiscal Policies

The Treasurer in conjunction with the Finance Committee, shall recommend fiscal policies to the General Assembly.

Section 5 – Book-Keeping

The Treasurer shall maintain the cash book, ledger and other book-keeping records of this Chapter.

BY-LAW 11-2 Specific Qualification :

The Treasurer shall have been a member for a minimum of two (2) years and he should have a general knowledge of book-keeping.

BY-LAW 11-3 Substitute :

In case of the temporary incapacity of the Treasurer, his functions may be discharged by an alternate to be appointed by the President.

Amended : CHAPTER XI HONORARY TREASURER

BY-LAW 11-1 Duties :

Section 1 – Responsibilities

He / She shall chair the Finance Committee (the other members being the President, the Immediate Past President, Executive Vice President, the **Honorary** Secretary, Vice Presidents and the General Legal Counsel) and shall be responsible for the financial affairs of the Chapter.

Section 2 – Budget

He / She shall be responsible for the submission of the annual budget to the Finance Committee and to the General Assembly.

Section 3 – Audit

He / She shall cause to prepare accounts for the financial year last included for certification by Auditor in pursuant to Article 9-1 of the Constitution. The certified copies of there accounts shall be forwarded to all members at least fourteen (14) days prior to the Annual General Meeting as prescribed in By-Law 3-1.

Section 4 – Fiscal Policies

The **Honorary** Treasurer in conjunction with the Finance Committee, shall recommend fiscal policies to the General Assembly.

Section 5 – Book-Keeping

The **Honorary** Treasurer shall maintain the cash book, ledger and other book-keeping records of this Chapter.

BY-LAW 11-2 Specific Qualification :

The **Honorary** Treasurer shall have been a member for a minimum of two (2) years and he should have a general knowledge of book-keeping.

BY-LAW 11-3 Substitute :

In case of the temporary incapacity of the **Honorary** Treasurer, his functions may be discharged by an alternate to be appointed by the President.

Current :

CHAPTER XV PROGRAM ACTIVITIES

BY-LAW 15-2 Terms of Reference :

The Terms of Reference for each Area of Opportunities classification shall be as hereinafter stated :

Section 1 – Areas of Opportunities

The Terms of reference for the four (4) Areas of Opportunities shall be as follow :

a) Individual Opportunities

To provide the opportunity for the individual member to realize his or her own personal potential through training programs and experiences in the Junior Chamber.

b) Management Opportunities

To provide the opportunity for the individual member to develop the managerial skills through managerial training and the chance to gain experience through being a leader at various levels in the organization.

c) Community Opportunities

To provide the opportunity for the individual member to develop a sensitivity to the problems of the society and the chance to solve these problems through actual experience in Junior Chamber activities.

d) International Opportunities

To provide the opportunity for the individual member to contribute to the development of goodwill, understanding and co-operation among all people in our international community.

Amended :

CHAPTER XV PROGRAM ACTIVITIES

BY-LAW 15-2

Terms of Reference :

The Terms of Reference for each Area of Opportunities classification shall be as hereinafter stated :

Section 1 – Areas of Opportunities

The Terms of reference for the four (4) Areas of Opportunities shall be as follow :

a) Individual Opportunities

To provide the opportunity for the individual member to realize his or her own personal potential through training programs and experiences in the Junior Chamber.

b) Business Networking Opportunities

To provide the opportunity for the members to pursue business interest through the Business Network at different levels in the organization meeting members from different industries and professional background.

c) Community Opportunities

To provide the opportunity for the individual member to develop a sensitivity to the problems of the society and the chance to solve these problems through actual experience in Junior Chamber activities.

d) International Opportunities

To provide the opportunity for the individual member to contribute to the development of goodwill, understanding and co-operation among all people in our international community.

Current :

CHAPTER XVI DUES

BY-LAW 16-1 The quarterly subscription of RM24.00 shall be paid by each member by the first day of each quarter of the calendar year.

Amended :

CHAPTER XVI DUES

BY-LAW 16-1 The quarterly subscription of **RM40.00 (Forty)** shall be paid by each member by the first day of each quarter of the calendar year.

Current :

CHAPTER XVII FINANCE

BY-LAW 17-1 Financial Year :

The financial year of this Chapter shall be from 1st January to 31st December.

BY-LAW 17-2 Assets :

All funds and other assets shall be held in the name of Junior Chamber Bukit Mertajam.

BY-LAW 17-4 Expenditure :

No expenditure exceeding RM1,000.00 at any one time shall be authorized by the Board of Directors, and expenditure exceeding RM1,000.00 shall authorized by the general meeting, and shall be paid for in the form of cheques which shall be signed by the Treasurer and counter-signed by the President or Secretary.

BY-LAW 17-5 Budget :

The Treasurer shall be responsible for the submission of the annual budget to the Finance Committee and to the General Assembly at the Annual General Meeting.

BY-LAW 17-6 Book-Keeping

The Treasurer shall maintain the cash book, ledger and other book-keeping records of this Chapter.

BY-LAW 17-7 The Treasurer shall keep a petty cash sum of RM200.00 and money in excess of the amount shall be deposited in a bank approved by the Board of Directors. The Bank Account shall be in the name of this Chapter.

BY-LAW 17-8 Reports :

The Treasurer shall prepare financial reports to be tabled at each scheduled meeting of the Board of Directors.

Amended :

CHAPTER XVII FINANCE

BY-LAW 17-1 Financial Year :

The financial year of this Chapter shall be from 1st November to 31st October.

BY-LAW 17-2 Assets :

All funds and other assets shall be held in the name of JCI Bukit Mertajam (Malaysia).

BY-LAW 17-4 Expenditure :

All payment which more than RM50.00 shall paid for in the form of cheques which shall be signed by the Honorary Treasurer and counter-signed by the President or Honorary Secretary.

BY-LAW 17-5 Budget :

The Honorary Treasurer shall be responsible for the submission of the annual budget to the Finance Committee and to the General Assembly at the Annual General Meeting.

BY-LAW 17-6 Book-Keeping

The Honorary Treasurer shall maintain the cash book, ledger and other book-keeping records of this Chapter.

BY-LAW 17-7 The Honorary Treasurer shall keep a petty cash sum of RM200.00 and money in excess of the amount shall be deposited in a bank approved by the Board of Directors. The Bank Account shall be in the name of this Chapter.

BY-LAW 17-8 Reports :

The Honorary Treasurer shall prepare financial reports to be tabled at each scheduled meeting of the Board of Directors.